federal register

THURSDAY, APRIL 21, 1977

PART V

POSTAL SERVICE

■

PRIVACY ACT OF 1974

Systems of Records

POSTAL SERVICE

Privacy of Information Systems of Records

AGENCY: Postal Service.

ACTION: Final Notice of Systems of Records.

SUMMARY: This document makes final the previously published notice of the existence and character of six systems of records maintained by the Postal Service.

DATES: Effective date: April 21, 1977.

ADDRESSES:

Records Officer
U.S. Postal Service
Washington, D.C. 20260

FOR FURTHER INFORMATION CONTACT: Mr. John Finlay, (202) 245-4142.

SUPPLEMENTARY INFORMATION: On February 24, 1977, the Postal Service published for comment in the Federal Register (42 FR 10955) an initial notice of the existence and character of six systems which had not previously been considered "systems of records" under the terms of 5 U.S.C. 552a(a)(5). No comments regarding these systems were received. Accordingly, after a review of the proposed text, the Postal Service has determined to give final notice of the existence and character of the following systems:

(1) USPS 030.030, Equal Employment Opportunity—EEO Administration Litigation Case Files.

(2) USPS 120.220, Personnel Records—Arbitration Case Files.

(3) USPS 120.230, Personnel Records—Adverse Action Appeals (Administrative Litigation Case Files). (Previously announced as "USPS 120.230, Personnel Records—Adverse Actions (Administrative Litigation Case Files).")

(4) USPS 120.240, Personnel Records—Garnishment Case Files.

(5) USPS 190.010, Labor Law Civil Action—Civil Action Case Files.

(6) USPS 200.020, Non-Mail Monetary Claims—Monetary Claims Involving Present or Former Employees (case files). (Previously announced as "USPS 120.250, Personnel Records—Monetary Claims Involving Present or Former Employees (case files).")

The redesignated statements of existence and character of systems 120.230 and 200.020 appear below. The original statements of existence and character of systems 030.030, 120.220, 120.240, and 190.010 appear at 42 FR 10955-10957.

Roger P. Craig,
Deputy General Counsel.

USPS 120.230

System name: Personnel Records—Adverse Action Appeals (Administrative Litigation Case Files) 120.230.

System location: Law Department, Regional and National Headquarters.

Categories of individuals covered by the system: Employees involved in Veterans' Appeal and other adverse action appeals.

Categories of records in the system: (a) Formal pleadings and memoranda of law (b) Other relevant documents; (c) Miscellaneous notes and case analyses prepared by Postal Service attorneys and other personnel; (d) Correspondence and telephone records

Authority for maintenance of the system: 39 USC 401, 409(d)

Routine uses of records maintained in the system, including categories of users and the purposes of such uses: Purpose—This information is used to provide legal advice and representation to the Postal Service. Use—

1. Pursuant to the National Labor Relations Act, records from this sytem may be furnished to a labor organization upon its request when needed by that organization to perform properly its duties as the collective bargaining representative of postal employees in an appropriate bargaining unit.

2. Disclosure may be made from the record of an individual, where pertinent in any legal proceeding to which the Postal Service is a party before a court or administrative body or other tribunal.

3. Disclosure may be made to a congressional office from the record of an individual in response to an inquiry from the congressional office made at the request of that individual.

4. Transferred to Department of Justice, when needed by that department to perform properly its duties as legal representative of the Postal Service.

5. To refer, where there is an indication of a violation or potential violation of law, whether civil, criminal, or regulatory in nature, to the appropriate agency, whether Federal, state, or local, charged with the responsibility of investigating or prosecuting such violation or charged with enforcing or implementing the statute, or rule, regulation, or order issued pursuant thereto.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage: Paper form, original or copies, preprinted or handwritten forms.

Retrievability: By name of litigant(s).

Safeguards: Records are maintained in ordinary filing equipment under general scrutiny of USPS legal counsels and staff.

Retention and disposal: These case files are maintained for three (3) years following close of matter.

System manager(s) and address: General Counsel, Law Department, Headquarters.

Notification procedure: Persons interested in reviewing records within specific case files should submit their name; and case number, if known, to the General Counsel, Law Department, National Headquarters.

Record access procedures: See "System Manager" above.

Contesting record procedures: See "System Manager" above.

Record source categories: (a) Employees involved in Veterans Appeals and other adverse actions appeals; (b) Counsel(s) or other representative(s) for parties in administrative litigation other than Postal Service; (c) Other individuals involved in appeals. Source documents include the formal case file, and other records relevant to the case.

USPS 200.020

System name: Non-Mail Monetary Claims—Monetary Claims involving Present or Former employees (case files), 200.020.

System location: Law Department, Headquarters; Regional Counsel Offices, Regional Headquarters.

Categories of individuals covered by the system: Individuals involved in monetary claims cases.

Categories of records in the system: (a) Formal pleadings and memoranda of law; (b) Other relevant documents (c) Miscellaneous notes and case analyses prepared by Postal Service attorneys and other personnel; (d) Correspondence and telephone records.

Authority for maintenance of the system: 39 USC 401, 409(d).

Routine uses of records maintained in the system, including categories of users and the purposes of such uses: Purpose—This information is used to provide legal advice and representation to the Postal Service. Use—

1. Pursuant to the National Labor Relations Act, records from this system may be furnished to a labor organization upon its request when needed by that organization to perform properly its duties as the collective bargaining representative of postal employees in an appropriate bargaining unit.

2. Disclosure may be made from the record of an individual, where pertinent in any legal proceeding to which the Postal Service is a party before a court or administrative body or other tribunal.

3. Disclosure may be made to a congressional office from the record of an individual in response to an inquiry from the congressional office made at the request of that individual.

4. Transferred to Department of Justice, when needed by that department to perform properly its duties as legal representative of the Postal Service.

5. To refer, where there is an indication of a violation or potential violation of law, whether civil, criminal, or regulatory in nature, to the appropriate agency, whether Federal, state, or local, charged with the responsibility of investigating or prosecuting such violation or charged with enforcing or implementing the statute, or rule, regulation, or order issued pursuant thereto.

Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:

Storage: Paper form, original or copies, preprinted or handwritten forms.

Retrievability: By name of litigant(s).

Safeguards: Records are maintained in ordinary filing equipment under general scrutiny of USPS legal counsels and staff.

Retention and disposal: These case files are maintained for three (3) years following close of matter.

System manager(s) and address: General Counsel, Law Department, Headquarters.

Notification procedure: Persons interested in reviewing records within specific case files should submit their name; and case number, if known, to the General Counsel, Law Department, National Headquarters.

Record access procedures: See "System Manager" above.

Contesting record procedures: See "System Manager" above.

Record source categories: (a) Individuals involved in monetary claims cases; (b) Counsel(s) or other representatives for parties in litigation other than Postal Service. Source documents include records relevant to the case.

[FR Doc.77-11501 Filed 4-20-77;8:45 am]

Just Released

PRIVACY ACT ISSUANCES, 1976 COMPILATION

Quantity		Price	Amount
———	Volume I (contains Department of Defense systems of records, Part 1)	$7.95	$———
———	Volume II (contains Department of Defense systems of records, Part 2 and rules; and Department of Transportation systems of records and rules)	7.05	———
———	Volume III (contains systems of records and rules for Department of Agriculture, Department of Health, Education, and Welfare, and Department of the Treasury)	9.75	———
———	Volume IV (contains systems of records and rules for other departments and various agencies)	9.40	———
		Total Order	$———

PLEASE DO NOT DETACH

MAIL ORDER FORM To:

Superintendent of Documents, Government Printing Office, Washington, D.C. 20402

Enclosed find $..... (check, money order, or Supt. of Documents coupons) or charge to my Deposit Account No. ..... Please send me ..... copies of:

FOR USE OF SUPT. DOCS.
____Enclosed
____To be mailed later
____Subscription
Refund
Coupon refund
Postage
Foreign Handling

PLEASE FILL IN MAILING LABEL BELOW

Name _____

Street address _____

City and State _____ ZIP Code _____

FOR PROMPT SHIPMENT, PLEASE **PRINT OR TYPE ADDRESS ON LABEL BELOW, INCLUDING YOUR ZIP CODE**

U.S. GOVERNMENT PRINTING OFFICE
ASSISTANT PUBLIC PRINTER
(SUPERINTENDENT OF DOCUMENTS)
WASHINGTON, D.C. 20402

OFFICIAL BUSINESS

POSTAGE AND FEES PAID
U.S. GOVERNMENT PRINTING OFFICE
375
SPECIAL FOURTH-CLASS RATE
BOOK

Name _____

Street address _____

City and State _____ ZIP Code _____